

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
IN AND FOR THE COUNTY OF MARICOPA**

IN THE MATTER OF COMPLIANCE)	AMENDED
WITH EDUCATIONAL POLICIES AND)	ADMINISTRATIVE ORDER
STANDARDS)	NO. 2013-185
_____)	

WHEREAS, the Presiding Judge shall, yearly, certify compliance, non-compliance and exemptions with the Educational Policies and Standards pursuant to Arizona Supreme Court Administrative Order 2005-32; and

WHEREAS, the Presiding Judge is responsible to certify compliance, non-compliance, and temporary exemptions with the Educational Policies and Standards for the courts in Maricopa County pursuant to Arizona Code of Judicial Administration section 1-302; and

WHEREAS, the Presiding Judge is authorized pursuant to ACJA § 1-302 to grant exemptions for temporary circumstances including, but not limited to medical or physical conditions preventing active participation in educational programs or defensive tactics courses, military leave, or extended jury service; and

WHEREAS, a local procedure is necessary to ensure full compliance by employees and timely certification by the Presiding Judge for the Superior Court, Adult Probation, Juvenile Probation, Clerk of the Court, Justice Courts, and Municipal Courts in Maricopa County;

IT IS ORDERED adopting the following procedures for review and certification of compliance, non-compliance, and temporary exemptions with the Educational Policies and Standards:

1. All requests for temporary exemptions from employees of the Superior Court, Adult Probation, Juvenile Probation, Clerk of the Court, Justice Courts, and Municipal Courts in Maricopa County shall be submitted to the County Training Coordinator by December 1 each year, unless the Presiding Judge has designated another court or department. The exemption shall be submitted on letterhead and include the employee's name, amount of COJET completed, reason for the temporary exemption, and a statement demonstrating the employee's good faith effort to comply with the COJET requirements. In addition, a tentative list of those employees who are non-compliant with COJET standards as of December 1 shall be submitted to the County Training Coordinator, and should include the employee's name, COJET completed, and plan to achieve compliance. By December 17 of

each year, the final version of both lists shall be submitted to the County Training Coordinator.

2. The County Training Coordinator shall present the requested exemptions and the list of non-compliant employees to the Presiding Judge no later than December 18 of each year.
3. If any request for exemption is denied or an employee is found to be non-compliant, the County Training Coordinator shall work with the Local Training Coordinators to ensure full compliance by December 31.

Dated this 5th day of December, 2013.

/s/ Norman J. Davis

Norman J. Davis
Presiding Judge

Original: Clerk of the Superior Court

Copies: Hon. Janet Barton, Associate Presiding Judge
Hon. Michael K. Jeanes, Clerk of the Court
Raymond L. Billotte, Judicial Branch Administrator
Danna M. Quinn, Human Resources Director
Cindy Reid, County Training Coordinator
Holly Burdine, Local Training Coordinator (APD)
Harriet Galbreath, Local Training Coordinator (JPD)
Joe Legander, Local Training Coordinator (COC)
Steve Ramsbacher, Local Training Coordinator (Justice Courts)
Local Training Coordinators for Municipal Courts